

**VILLAGE OF NORTHFIELD  
BOARD OF TRUSTEES  
Minutes of October 9, 2007**

- I. **ROLL CALL:** Chair James Wilson, Trustees Samantha Baraw (absent), Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Village Manager Nanci Allard, Superintendent of Public Works William Lyon, Acting Clerk Kenneth McCann, Vern DuClos (Farmers Market), Heidi Passalacqua, and Kathleen Lott (*Northfield News & Transcript*).

Chair Wilson called the meeting to order at 7:00 p.m.

Chair Wilson first noted the passing of Ben Carr, the Managing Editor of the *Northfield News & Transcript*, the previous week. The Board sends its strong condolences to his family. He certainly will be missed.

II. **PUBLIC PARTICIPATION (Scheduled):**

- a. **Vern DuClos, Northfield Farmers Market.** Mr. DuClos, who organized the Farmers Market on the Village Common, thanked the Board and Northfield residents for their support. He felt that the market did well for its first year here. He noted that he took in \$360 in fees from the vendors, of which \$35 was donated to the Labor Day Festivities and \$50 will be held in reserve for next year. This left a balance of \$275. Since this was a non-profit organization, he turned this money over to the Board and suggested that it be donated to a local food bank or other charity. Chair Wilson thanked Mr. DuClos for his efforts and hoped to see him and the other vendors again next year.
- b. **William Lyon, Superintendent of Public Works: Water Project Bond.** Superintendent Lyon provided a quick update on this phase of the Water Project. He stated that both the environmental and archeological studies have been completed and no problems were found. Also, the Act 250 sign-off has been completed and the Zoning Board of Adjustment has given its approval for the water crossing. He and others have been to the Senior Center, Northfield Rotary, and other locations to present information on the Water Project. He is willing to meet with any group that makes a request. There will be an informational flyer in the utility bills that will go out in a couple weeks. He then showed the Board an old four inch (4") cast iron main that had significant iron growth, which results in reduced flows and blockages. The new pipe will be twelve inch (12") ductile iron, which is much less brittle than cast iron. The pipe also will have cement lining that keeps down deposit build-up. He noted that the voting will be by Australian Ballot in the Northfield High School Lobby on Tuesday, November 6, 2007 from 7:00 a.m. to 7:00 p.m. Chair Wilson asked why we are doing this phase of the project (North Main Street to Northfield Falls) at this time. Superintendent Lyon stated that the situation in the Northfield Falls area is especially dire, as there is very low pressure that increases the level of backflow (contamination) in the water system. This also is a safety concern since there is reduced fire protection with the low pressure in the fire hydrants. Trustee McCarney added that the problem in the Falls was specifically mentioned when the State approved our water permit. Kathleen Lott inquired as to the life expectancy of the ductile pipe. Superintendent Lyon stated that it would last as least as long as the cast iron (over 100 years) with far fewer problems. Trustee McCarney asked if the estimated additional cost of \$6.00 per month was per ERU. Manager Allard stated that it was and that this estimate was based on a thirty (30) year bond; the actual amount might be less. Trustees McCarney stated that at about twenty cents (20¢) a day, he felt that this was a very reasonable cost to improve the system for quite some time.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **September 12, 2007 (Site Visit: Garvey Hill Road).** Motion by Trustee Sutor, seconded by Trustee Hambleton, to approve the minutes. **Motion passed 3-0-1, with Trustee McCarney abstaining.**
2. **September 25, 2007 (Regular Meeting).** Motion by Trustee Hambleton, seconded by Trustee Sutor, to approve the minutes. **Motion passed 4-0-0.**

b. **Approval of Bills**

1. **Warrant #08-08.** Manager Allard stated that since copies of the warrant were distributed, a billing error was found and corrected, which reduced the total amount by approximately \$11,000. Motion by Trustee McCarney, seconded by Trustee Sutor, to approve Warrant #08-08 in the amount of \$471,815.63. **Motion passed 4-0-0.**

2. **Warrant #07-08A.** This warrant had been on the last agenda but had been tabled due to questions. Motion by Trustee Sutor, seconded by Trustee McCarney, to untable Warrant #07-08. **Motion passed 4-0-0.** There had been questions about why the vehicle purchased had cost \$172 more than the estimate. Manager Allard stated that by the time the Board had authorized the purchase, the vehicle on which the estimate was based was not available on Bean Chevrolet's lot. Therefore, a replacement had to be ordered and this caused the additional cost. Trustee McCarney said that the price difference had not been his major concern; his problem was that the check had been written before the Board had given its approval. He said that State Statute made this a specific function of this Board. Manager Allard stated that sometimes checks did need to be cut between meetings. Motion by Trustee Sutor, seconded by Trustee McCarney, to approve Warrant #07-08A in the amount of \$14,475.08. **Motion passed 4-0-0.**
- c. **Ordinance 2007-2 (Garvey Hill Road and Pine Ridge Drive Parking).** Chair Wilson read the proposed ordinance, which would ban parking on the east side of Garvey Hill Road and on the south side of Pine Ridge Drive. Trustee McCarney stated that he was worried that banning parking on the lower sections of Garvey Hill Road would result in more cars on the upper sections where there already is some erosion on the roadside. He felt that there should be additional parking restrictions on the road. Trustee Sutor felt the ordinance be adopted as written, as there had been real concerns expressed about parking problems near the soccer field. If the situation on the upper section does become more of a problem, the ordinance could be revised at a later date. Chair Wilson agreed that something should be put in place. **Motion passed 4-0-0.**
- d. **Northfield Snowmobilers Trail Request (Wellfield).** Chair Wilson noted that the Northfield Snowmobilers have made their annual request to run a trail through the Wellfield. Superintendent Lyon has provided a memo that listed the conditions that they must accept if the Trustees grant permission. Motion by Trustee McCarney, seconded by Trustee Sutor, to permit the Northfield Snowmobilers to have snowmobile trail through the Wellfield with the stipulations in Superintendent Lyon's memo and authorize Chair Wilson to sign the permission form. Trustee Hambleton noted that one of the provisions was that there had to be sufficient snow on the ground to prevent soil exposure. She has walked in the area in the early spring and remarked that this did not always happen on sunny days. Trustee Sutor recommended that the Board suggest that Superintendent Lyon monitor this situation to be sure that it does not become a problem. **Motion passed 4-0-0.**
- e. **VPPSA Project 10.** Trustee Sutor said that the Village already has a 12% allocation in Project 10. This was approved by the Village voters at a special meeting last year. VPPSA now has informed the Village that additional shares are available; this would allow the Village, pending voter approval, to purchase an additional 1.12%, for a total of 13.12%. Trustee Sutor wanted to know if the Board would like to pursue this or not. It would require holding another special meeting. He thought that this might be profitable for the Village but certainly was not necessary. It was the consensus of the Board that the 12% allocation was sufficient at this time and not to proceed on this matter.
- f. **Hot Water Heater Program.** Manager Allard stated that in 1996, the Village began a hot water heater leasing program for its customers. There now are twenty-five (25) customers on the program. After determining that the program is not cost-effective for the Village (or for the customers), Manager Allard would like to discontinue this program. She would like feedback from the Board on how to proceed. Trustee McCarney wanted to know if the customers had valid rental contracts. Manager Allard was unsure, as Green Mountain Power (GMP) handles the contracts. The consensus of the Board is that the Village should get out of the rental business. Manager Allard was asked to return with more information so that the Board can take action.

#### IV. REPORTS

##### a. Village Manager

1. **King Street Substation.** Manager Allard stated that Walter Hipp (GMP) is trying to line up contractors to complete the work this fall. If this cannot be done, the work will be done next spring. When the work is done, there will be two (2) separate planned one (1) hour power outages, which would be well-advertised beforehand. The rest of the project hinges on whether Norwich University decides to continue its dormitory expansion plans.
2. **Joint Board Meeting.** Manager Allard has tentatively scheduled a Joint Board Meeting for Tuesday, October 23, 2007 at 6:30 p.m. so that the Selectmen and Trustees can discuss the allocation of expenses between Northfield Town and Northfield Village. The Board had no objections.

3. **Tuckaway Lane.** Manager Allard stated that the process for the Village takeover of Tuckaway Lane now is in the hands of the lawyers and should be resolved soon.

b. **Miscellaneous**

1. **Wellfield and Old Dump update.** Trustee Sutor noted that he had read Hydrogeologist Jeff Hoffer's report on the Wellfield regarding recent concerns over an old dump near the site. He asked Superintendent Lyon whether the Board need to take any action at this time. Superintendent Lyon stated test monitoring had been done near the suspected dump site and Mr. Hoffer will make a recommendation based on the results. Therefore, no action is needed now. He added that the regular testing done over the past ten (10) years has not indicated any leaching from the suspected dump.
2. **Village Logging.** Trustee Sutor had heard a rumor that Village land was being logged and wanted to know if it was true. Manager Allard said that this was false, as the land in question was outside the Village by at least half (½) a mile. She stated that the Village Forrest would be logged only when the prices increased enough up to make it feasible.
3. **Efficiency Vermont Project update.** Trustee Sutor stated that the last meeting had to be cancelled because our contact person, Bob Murphy, is battling a serious disease. He noted that future meeting also might have to be rescheduled in light of Mr. Murphy's medical concerns.
4. **Public Hearing (Water Project Bond): November 1, 2007.** Chair Wilson encouraged interested Village residents to attend this meeting. Superintendent Lyon and Thomas Nesbitt, our engineer, will make a presentation and answer any questions.
5. **Posting of Land.** Trustee McCarney stated that he thought that when the Trustees voted to post the land by the Wellfield and reservoirs last year, the Board gave the Manager the authority to do this in the future without seeking additional Board approval. However, this was not made clear in the meeting minutes. He would like to make sure that it is clear this time. Motion by Trustee McCarney, seconded by Trustee Sutor, to authorize the Village Manager to post Village property each year. **Motion passed 4-0-0.**
6. **Videos & More Sidewalk.** Trustee McCarney stated that the sidewalk by Videos & More is in a bad condition and hoped that, at a minimum, temporary patching could be done before a permanent solution is found. Manager Allard will pass this concern on to Superintendent Lyon.
7. **Footpath Concerns.** Chair Wilson stated that a resident told him that the boulders that were placed on either side of the railroad tracks to prevent vehicular traffic have been removed. He is concerned that this might be a serious safety issue, as this is not a regulated railroad crossing. The Board asks that Superintendent Lyon check into this and replace the boulders if needed.
8. **Farmers Market Donation.** Chair Wilson would like suggestions on what to do with the \$275 that Mr. DuClos provided the Board. Trustee Hambleton thought it should go to CERV. Motion by Trustee Hambleton, seconded by Trustee McCarney, to donate the \$275 excess Farmers Market funds to CERV. **Motion passed 4-0-0.** Mr. DuClos will be informed by letter of the Board's decision.

V. **PUBLIC PARTICIPATION (Unscheduled).** None.

VI. **ADJOURNMENT:** Motion by Trustee Sutor, seconded by Trustee Hambleton, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 8:40 pm.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

These minutes are subject to approval at the next regular meeting.